

Reissue: 11-18-05

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VACANCY #ANC-05-03

OPERATING ROOM NURSE, GS-610-10

OPENS: 06-02-05

CLOSES: OPEN UNTIL FILLED

AREA OF CONSIDERATION: Seeking candidates throughout Indian Health Service.

TRAVEL: Relocation expenses **WILL** be paid for this position. Applicants who wish to relocate to Anchorage, Alaska for their own benefit may apply. If there are no qualified Indian Preference candidates within the commuting area, relocation expenses will not be paid. If a qualified Indian Preference candidate is selected from outside the commuting area, relocation expenses will be paid.

LOCATION: ANTHC, Alaska Native Medical Center, Operating Room, Anchorage, Alaska

NOTE: This is a **SMOKE-FREE** hospital.

HOUSING: Government housing is not available.

SALARY: *GS-10: \$52,159 - \$64,516 per year plus 25% Cost Of Living Allowance (COLA). *Special salary subject to change.

COLA: COLA is reviewed annually by Office of Personnel Management and is subject to change.

DUTIES: Reviews the patients health records. Conducts a pre-operative visit and interview with the patient to assure that the patient understands the proposed procedure and consent to it. Answers any questions the patient or the patient's family may have. Notifies the surgeon in cases where it appears the patient may not be aware of the consequences of the surgery or may not recognize that consent has been given. Assesses each patient upon admission to the operating room by reviewing the operative consent history and physical, laboratory and x-ray data and EKG if indicated. Calls any abnormal findings or incomplete work ups to the attention of the surgeon. Transports the patient from the operating room to the recovery room or a ward as appropriate. Based on scheduled surgeries received the previous day, prepares the operating room for surgery for wide variety of surgical procedures in the following surgical specialties: general, surgery, vascular surgery, pediatric general surgery, urology, orthopedic, gynecology, obstetrics, dental, neuro-surgery and ear, nose and throat. Includes in the procedures are laparoscopic procedures that required the use of special equipment. Assures the operating room environment and equipment and supplies are sterile and is responsible for maintaining sterility throughout the course of the operation. Assists the surgeon in the course of the surgery. Provides the proper surgical instruments to facilitate the surgical process. When necessary participates in resuscitations, following ACLS protocol. Administers narcotics and sedatives and monitors the patient for drug actions and reactions. Observes the patients status during the course of the surgery to assure that the patients cardiopulmonary and respiratory status are stable and that the patients physical and emotional needs are met. Responds to signs of patient distress by taking appropriate action, e.g., increasing the amount of drugs or by taking action to counter adverse drug reactions. Performs other related duties as assigned.

QUALIFICATION REQUIREMENTS:

Basic Education Requirements: Degree or diploma from a professional nursing program approved by the legally designated State accrediting agency at the time the program was completed by the applicant.

IN ADDITION: Candidates must meet the following:

SPECIALIZED EXPERIENCE

GS-10: 1 year of experience equivalent to at least the GS-9 level

SPECIALIZED EXPERIENCE: Experience that equipped the applicant with the particular knowledge, skills and abilities (KSAs) to perform successfully the duties of the position, and that is typically in or related to the position to be filled. To be creditable, specialized experience must have been equivalent to at least the next lower grade level.

REGISTRATION: Applicants must have active, current registration as a professional nurse in a State, District of Columbia, the Commonwealth of Puerto Rico, or a territory of the United States.

SELECTIVE PLACEMENT FACTORS: To be found qualified for the GS-10 level, applicants must also meet the following:

- a. Skill in Advanced Cardiac Life Support (ACLS) with certification upon entering the position.

PHYSICAL DEMANDS: The work requires considerable walking, standing, pushing, bending and lifting in helping patients to and from beds, wheelchairs, stretchers, etc. and moving equipment and medical supplies. Strength is required for cardiopulmonary resuscitation.

WORKING CONDITIONS: Work is performed in a hospital setting with exposure to communicable diseases.

EVALUATION METHOD: Applicant who meet the qualifications requirements described above will be further evaluated by determining the degree to which their work experience, education, training, supervisory appraisal, awards, etc. give evidence that they possess the knowledge (K), skills (S) and abilities (A), described below. All applicants should provide clear, concise examples that show their level of accomplishment or degree to which they possess the KSAs. The information provided will be used to determine the "best qualified" candidates.

- a. Knowledge of professional operating room nursing principles, practices, concepts and procedures to care for patients before, during and after surgery.
- b. Knowledge of a wide variety of surgical procedures and techniques to set up the operating room, obtain the necessary supplies and equipment, assures the patient's safety, assist the surgeon during surgery, and counsel the patient both before and after the surgery.
- c. Knowledge of aseptic techniques to assure sterile conditions are maintained throughout the course of the surgery to decrease the change of surgically related infections.
- d. Knowledge of normal laboratory values to recognize abnormal conditions that might create a hazard for patient scheduled to undergo surgery.
- e. Knowledge of human anatomy and physiology to safely position patients for surgery while meeting the needs of the surgeon to have access to the patient.

PROMOTION POTENTIAL: GS-10 is the full performance level for this position.

NOTE: This position is a detail to a Tribal organization and applicants will be subject to a Special Purpose Intergovernmental personnel agreement (IPA) or Commissioned Corps, subject to a memorandum of agreement (MOA). The IPA/MOA may be up to two years in duration and may or may not be extended upon expiration at the discretion of the Tribal organization.

This is a covered position under the Indian Child Protection and Family Violence Prevention Act. (P.L. 101-630). The Act requires that Minimum Standards of Character be established to ensure that none of the individuals in these positions have been found guilty of, or entered a plea of nolo contendere or guilty to, any offenses under Federal, State, or tribal law involving crimes of violence; sexual assault, molestation, exploitation, contact or prostitution; or crimes against person.

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OPERATING ROOM NURSE, GS-610-10

This position can only be filled by a current Federal Civil Service employee.

TOUR OF DUTY: Employee will be required to work rotating shifts, weekends, holidays and to be available for on call 24 hours.

IN ADDITION: There is no difference in Office of Personnel Management and Excepted Service Standards.

REISSUE: Reissued to recruit for more candidates.

HOW TO APPLY

Carefully review and follow the instructions for each job announcement you are applying for. You may apply for a job with:

- (1) **Optional Application for Federal Employment (OF-612),**
- (2) **Resume or any other written format you choose**

NOTE: Each application **MUST** have a "DECLARATION FOR FEDERAL EMPLOYMENT (OF-306) " and Special form "DECLARATION FOR FEDERAL EMPLOYMENT INDIAN HEALTH SERVICE, CHILD CARE & CHILD CARE WORKER POSITIONS" completed and submitted with original signature to determine your suitability/eligibility for Federal Employment, to authorize a background investigation, and to certify the accuracy of all the information in your application. If these two forms are not included, you will **NOT** be considered.

If you make a false statement in any part of your application, you may not be hired; you may be fired after you begin work; or you may be fined or jailed.

INFORMATION REQUIRED ON WHATEVER MAIN APPLICATION FORMAT IS SUBMITTED:

Application formats must contain all the following listed information in sufficient detail to enable the personnel office to make a determination that you have the required qualifications for the position.

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- ⇒ Announcement Number, Title, Grade and Location of the job for which you are applying.
- ⇒ Full name, Mailing Address (with Zip Code) and Day and Evening Phone Numbers (with Area Codes).
- ⇒ Social Security Number
- ⇒ Country of Citizenship (**U.S. Citizenship is required**)
- ⇒ Highest Federal civilian grade held (give job series and dates held)
- ⇒ High School - Name, City, State (Zip Code if known) and date of Diploma or GED
- ⇒ College and University Credit/Degrees - Name, City, State (zip code if known) Majors, Type and Year of any Degrees received (if no degree show total semester or quarter hours earned)
- ⇒ Work experience (paid and nonpaid) - Job Title (include series and grade if Federal job) duties and accomplishments, employer's name and address, supervisor's name and phone number, starting and ending dates (month, day and year), hours per week and salary
- ⇒ Indicate if we may contact your past and current supervisor and other references
- ⇒ Job-related training courses, skills honors, awards, special accomplishments
- ⇒ To be given Indian Preference, you **MUST** include a copy of a BIA Indian Preference Certificate. Applicants who wish to claim Indian Preference, must attach a copy of an Official Bureau of Indian Affairs (BIA) Indian Preference Certificate, Form 5-4432. Current Alaska Native/Indian preference IHS Area/ANMC employees must indicate on their application "Current Employee", Certificate of Indian Blood (CIB) on file in my Official Personnel File (OPF).
- ⇒ If claiming **Veterans Preference**, a copy of all DD-214 forms, one for each period of service, and if claiming 10 point Veterans Preference, an SF-15 with all supporting documents.

WHERE TO APPLY:

Applications will be accepted Open Until filled. Send applications to the following address below.

: Alaska Area Native Health Service
Office of Human Resources
4141 Ambassador Drive Suite 300
Anchorage, Alaska 99508

For copies of vacancy announcement download from the IHS website at www.ihs.gov.

Below you may obtain the following forms: OF-510: Applying for a Federal Job; OF-612: Optional Application for Federal Employment; the OF-306: Declaration for Federal Employment and the Application Questionnaire for Child Care Positions Form.



[OF-510 Form](#)



[OF-612 Form](#)



[OF-306 Form](#)



[Child Care Positions Form](#)